



January 17, 2014

This week's edition includes important information I want to share with you:

- **Provider Manual Roll-Out Sessions:** In February, a summary of changes to the Provider Manual will be reviewed during informational meetings in each region. Please mark your calendars for the following dates:

West	Middle	East
February 12, 2014 9:00 a.m.-2:00 p.m.	February 13, 2014 9:00 a.m.-2:00 p.m.	February 14, 2014 10:00 a.m.-3:00 p.m.
Star Center Auditorium 1119 Old Humboldt Road Jackson, TN 38305	One Cannon Way Basement 275 Stewart's Ferry Pike Nashville, TN 37214	American Museum of Science & Energy 300 South Tulane Avenue Oak Ridge, TN 37830

We strongly encourage all providers to attend and welcome the opportunity for dialogue and questions.

- **Stakeholder Community Forum Meetings:** DIDD and TennCare will be hosting community forums in each region of the state to gather input from persons receiving services, their families and providers of HCBS waiver programs. There will be two separate meetings facilitated per day, per region. The first meeting will be held for providers. The second meeting will be held specifically for persons and family members, both those currently receiving services and those who are on the waiting list. We look forward to hearing your collective voice and important feedback.

West	Middle	East
January 31, 2014	January 29, 2014	February 4, 2014
9:00 a.m.-11:00 a.m. (Providers)	9:00 a.m.-11:00 a.m. (Providers)	9:00 a.m.-11:00 a.m. (Providers)
1:00 p.m.-3:00 p.m. (Persons Receiving Services/Families)	1:00 p.m.-3:00 p.m. (Persons Receiving Services/Families)	1:00 p.m.-3:00 p.m. (Persons Receiving Services/Families)
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- **National Core Indicators (NCI) Project:** In collaboration with the National Association of State Directors of Developmental Disabilities Services (NASDDDS) and the Human Services Research Institute (HSRI), DIDD will begin conducting Adult Consumer Surveys for the NCI project. The project begins with gathering background information in January and interviews will be conducted through June 2014. Face to face interviews will be completed with approximately 400 persons receiving waiver services using the adult consumer survey by People Talking to People interviewers with The Arc Tennessee. Data gathered from this project will be analyzed and reported in individual state reports, Annual Consumer and Family Survey Data Reports, the Annual NCI Report and other summary documents. This survey is in addition to the Personal Outcome Measures interviews that are being conducted by DIDD and CQL. You can visit the NCI website [here](#).
- **2014 Vision Quest Series:** On January 10, Tennessee was notified by the Office of Disability Employment Policy (ODEP) of their selection to participate in an unique opportunity titled, 2014 Vision Quest Series. Tennessee was one of four states selected after a competitive application process available to all 50 states. The series will allow participants to acquire in-depth, focused technical assistance and consultation on a specific policy area critical to ongoing *Employment First* systems-change efforts. Through this opportunity, state teams will have the benefit to work directly with two or more nationally-recognized subject matter experts (SMEs) to focus specifically on one key policy area or component of their systems change work. Therefore, DIDD, TennCare and Division of Rehabilitation Services will participate in a workgroup on developing sustainable wrap-around supports to make integrated employment and community engagement a reality for citizens with significant disabilities.

This is a monumental initiative and we are very grateful to ODEP for the opportunity to participate. The department looks forward to collaborating with our interagency partners and gaining knowledge that will only enhance our *Employment First* efforts.

- **Ticket to Work Presentation:** The Arc Davidson County is hosting a presentation on SSI/SSDI and the Ticket to Work/PassPlan programs on March 13 from 6:30 p.m.-7:30 p.m. The presentation will be led by Stacy Gordon and Dillon Brown. The Ticket to Work Program can help Social Security beneficiaries go to work, get a good job that may lead to a career, save more money and become financially independent, all while keeping their health coverage. Ticket to Work is a free and voluntary program that gives people real choices to help create and lead better lives. Persons with disabilities receiving Social Security benefits probably already qualify for the program. Space is limited for the presentation and registration is required. To register, please click [here](#) or contact info@arcadc.org.
- **Project SEARCH Knoxville Update:** Last month, co-founders Erin Riehle and Susie Rutkowski of Project SEARCH at Cincinnati Children's Hospital Medical Center, visited Knoxville to provide two days of training and technical assistance for Steering Committee members on the Project SEARCH model. Erin and Susie also spent a day at each host hospital working with Instructor Coordinators and hospital staff to identify internship opportunities.

On December 16, an Information Night was held for both sites at The University of Tennessee Medical Center. People with intellectual and developmental disabilities and their families or conservators were invited to come learn about Project SEARCH and opportunities at the two Knoxville sites. They were also informed of the application process and January 3 deadline.

By January 3, twenty-three (23) applications for the two Project SEARCH sites were received. The remainder of January will be spent (1) developing internships at each hospital; (2) developing relationships between project and hospital employees; and (3) preparing interns to start the program. In addition, the Knoxville Area Employment Consortium (KAEC) will convene a Business Advisory Council (BAC) comprised of local employers who will advise the Project SEARCH sites on local human resource needs and provide additional employment options for graduating interns.

- **Policy Distribution Notice:** Policy 30.1.6 Exemption Process has been revised. The revised policy is attached for your reference. Please replace the previous version of policy 30.1.6 including the exemption request form with the current version attached to this edition.
- **An Ounce of Prevention:** This week's focus is on licensure requirements and commonly cited violations that lead to a notice of non-compliance after a provider's unannounced site survey. Inoperable emergency lights top the list, while refrigerators and freezers that do not have a thermometer (or the thermometer is present but the registered temperature is outside of the acceptable range) is a close second. Both of these issues have life safety implications and consistent attention to them is time and effort well spent. Staff from your Regional DIDD Licensure Office can provide further clarification upon request. Contact information for their offices is available [here](#).
- **DIDD Training Update:** Recently, there has been some confusion around the TNDIDD Annual Training curriculum that includes three (3) courses: Title VI, Blood-Borne Pathogens (which meets the federal requirement for Universal Precautions) and Confidentiality/HIPAA. Federal training requirements can be met by assigning this curriculum, but there is other course work you may choose to comply with federal requirements. To assist agencies wanting to use Relias courses, these three (3) courses were pulled out of the two "New Hire DSP" curricula because the TNDIDD New Hire DSP 30-day and New Hire 60-day curricula are set up as one-time assignments and the TNDIDD Annual Training is set to automatically reassign the courses each year. The TNDIDD Annual Training curricula should be assigned to both agency new hires and established staff in order for auto-enrollment to work in the future. Agencies are advised to ensure the TNDIDD label is on annual training they assign, as some agencies and ICF/IIDs are creating their own annual curricula which may be titled something else that has additional agency-specific course work. Only the TNDIDD Annual Training label contains the aforementioned courses.

Relias webinars will not be offered next week. Testing of the SHARE functionality between hierarchy agencies continues and Relias hopes to release it to all Tennessee agencies before the end of January. Sub-portal agency training administrators should contact the DIDD.ISQA@tn.gov help desk for the SHARE launch letter after they view the SHARE Functionality webinar. Pilot program sub-portal agencies are anxious to share transcripts with the rest of the Tennessee agencies.

- **State and Community Forum:** On February 7, the Arc TN is hosting a forum on Aging, Dementia and Developmental Disabilities from 8:00 a.m.-4:00 p.m. at Westminster Presbyterian Church in Nashville. The forum will provide helpful information to persons with developmental disabilities and families, direct support professionals, clinicians, program staff, administrators and public policy makers concerned about adults with intellectual and developmental disabilities who are at risk or are experiencing Alzheimer's Disease and related dementia. A registration fee is required for the event that includes materials, lunch and break refreshments. Click [here](#) for registration information or call (615) 248-5878.

- **Employment Network:** Openings are still available for a capacity building session regarding Employment Network and Ticket to Work on February 11 from 9:00 a.m.-12:00 p.m at Workforce Investment Network in Memphis (480 Beale Street). The session will provide an overview of the Disability Employment Initiative grant, Ticket to Work and partnering with a workforce that has already become an Employment Network.

If your agency is interested in learning more about becoming an Employment Network and Ticket to Work, please RSVP to Amy Gonzalez at Amy.Gonzalez@tn.gov by February 7.

- **Division of Rehabilitation Services (DRS):** The department and DRS have a strong partnership and are collaboratively working to ensure that Tennesseans with disabilities are successfully supported in obtaining and maintaining integrated employment. As both departments strive to ensure active participation with Letters of Agreement (LOA), DRS has granted an extension. The DRS application period for LOAs concluded on November 29, 2013. The only exception to the annual enrollment period is for programs that are mandated by DRS to expand Specialized Services. The department is working with DRS on a Customized Employment and *Discovery* initiative that meets this criterion. As a result, due to confusion expressed by some providers on LOA requirements, an extension has been granted through February 14, 2014. **This extension only applies to current DIDD providers.** For more information and to download an LOA application guide, click [here](#). Please contact Valerie Caldwell-Buford at (615) 253-3968 if you have any questions.
- **TennesseeWorks:** On January 9, the TennesseeWorks Parent Coalition kick-off meeting was held in Nashville. The coalition is comprised of parents, family members and self-advocates who desire to overcome barriers and increase competitive/integrated work opportunities for persons with disabilities. Initial groups will begin in the Memphis and Nashville area with others added over time to represent families across the state. Support for the development of coalitions is provided by DIDD, Council on Developmental Disabilities, The Arc Tennessee and TennesseeWorks at the Vanderbilt Kennedy Center. Please contact Sarah Harvey, Program Director for TennesseeWorks at (615) 322-4999 or Sarah.Harvey@vanderbilt.edu if interested in obtaining additional information.
- **West Planning and Policy Council (WPPC):** The WPPC will conduct their next meeting January 28 at Cordova Library (8457 Trinity Road) from 10:15 a.m.-2:15 p.m. This meeting is open to the public, space permitting. For additional information or if you require ADA assistance, please contact Janet Neihoff at (731) 423-5889.
- **Greeneville Focus Group:** The next meeting is January 21 from 12:00 p.m.-2:00 p.m. in the Greene County Skills conference room. The session will focus on promoting self-awareness, self-esteem and health/safety through persons completing the Person Centered Practices (PCP) Personal ID tool. Please RSVP by January 20 to Chaneth.Quemore@tn.gov or jwinters@thearctn.org.

Be safe and have a great weekend!

~Debbie